



Democratic Support

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CHIEF OFFICER APPOINTMENTS PANEL

Thursday 19 February 2015
2.00 pm
Council House (Next to the Civic Centre) Plymouth

Members:

Councillors Bowyer, Sam Leaves (substitute for Councillor Mrs Pengelly), Lowry, Parker-Delaz-Ajete (substitute for Councillor Evans), and Stevens (substitute for Councillor Peter Smith).

Members are invited to attend the above meeting to consider the items of business overleaf.

Tracey Lee
Chief Executive

CHIEF OFFICER APPOINTMENTS PANEL

AGENDA

PART I – PUBLIC MEETING

1. APPOINTMENT OF CHAIR

The panel will appoint a Chair for this meeting.

2. APOLOGIES

To receive apologies for non-attendance submitted by Panel Members.

3. MINUTES

(Pages 1 - 4)

To confirm the minutes of the meeting held on 26 November 2014.

4. DECLARATIONS OF INTEREST

Members will be asked to make any declarations of interest in respect of items on the Agenda.

5. CHAIR'S URGENT BUSINESS

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

6. EXEMPT BUSINESS

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item(s) of business on the grounds that it (they) involve the likely disclosure of exempt information as defined in paragraph(s) 1 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

PART II (PRIVATE MEETING)

AGENDA

MEMBERS OF THE PUBLIC TO NOTE

that under the law, the Panel is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

7. CONFIDENTIAL MINUTES

(Pages 5 - 10)

To confirm the confidential minutes of the meeting held on 26 November 2014.

8. INTERIM ARRANGEMENTS FOR THE ASSISTANT DIRECTOR FOR FINANCE (TO FOLLOW)

Members will be asked to consider the interim arrangements for the Assistant Director of Finance.

9. INTERIM ARRANGEMENTS FOR THE ASSISTANT DIRECTOR OF STREET SERVICES (TO FOLLOW)

Members will be asked to consider the interim arrangements for the Assistant Director of Street Services.

10. INTERIM ARRANGEMENTS FOR THE ASSISTANT DIRECTOR OF HUMAN RESOURCES , ORGANISATIONAL DEVELOPMENT AND ICT (TO FOLLOW)

Members will be asked to consider the interim arrangements for the Assistant Director of Human Resources, Organisational Development and ICT.

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Chief Officer Appointments Panel

Wednesday 26 November 2014

PRESENT:

Councillor Mrs Aspinall, in the Chair.
Councillors Bowyer, McDonald, Nicholson, Penberthy, Mrs Pengelly and Tuffin (substitute for Councillor Peter Smith).

Apologies for absence: Councillors Evans, Lowry and Peter Smith.

Also in attendance: Giles Perritt (Assistant Chief Executive), Judith Shore (Democratic and Member Services Manager), Bernadette Smith (Senior HR Adviser), Linda Torney (Assistant Head of Legal Services) and Lynn Young (Democratic Support Officer).

The meeting started at 12.00 pm and finished at 1.10 pm.

Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

61. **APPOINTMENT OF CHAIR**

Agreed that Councillor Mrs Aspinall is appointed Chair of this meeting.

62. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by councillors in accordance with the code of conduct in relation to items under consideration at this meeting.

63. **MINUTES**

Agreed the minutes of the meetings of:

- 3 July 2014;
- 7 July 2014;
- 4 September 2014;
- 19 September 2014;
- 13 October 2014.

64. **CHAIR'S URGENT BUSINESS**

Giles Perritt, Assistant Chief Executive, advised the panel that he was present at this meeting on behalf of Carol Burgoyne, Strategic Director for People.

Following a discussion about the late receipt of the paperwork it was noted that the paperwork could have been despatched earlier annotated with the proviso that they were subject to Council approval.

Giles Perritt, Assistant Chief Executive noted these comments and agreed to feedback this information.

65. **EXEMPT BUSINESS**

Agreed that under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 2 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

66. **CONFIDENTIAL MINUTES**

Agreed the confidential minutes of the 3 July 2014 which were tabled at the meeting.

67. **PEOPLE DIRECTORATE SENIOR MANAGEMENT RE-STRUCTURE**

Giles Perritt, Assistant Chief Executive, submitted a report setting out the proposals for changes within the People Directorate's organisational structure at a senior level.

The panel considered the information in the written report and made the following recommendations -

- (1) noted the proposal for changes to the senior management structure in the People Directorate as agreed at Council on 24 November 2014;
- (2) noted the outline timetable for implementing the changes;
- (3) considered and noted the consultation feedback received and management comments to date;
- (4) commented and agreed in principle to the draft role profiles A-E of the new structure as detailed in the report;
- (5) agreed to consider an alternative title for the Assistant Director, Education, Learning and Skills as detailed in the report;
- (6) agreed the proposed 'slot in' for the roles A-D of recommendation (4) of the report;
- (7) noted that delegated authority to the Strategic Director for People had been agreed at Full Council on 24 November 2014 for the selection process for the role as detailed in the report;
- (8) agreed in principle to the issue of Statutory Notice of Redundancy for the post holder as detailed in the report;
- (9) noted the Council's policies on reorganisations, and its duties as an employer;
- (10) agreed to the establishment of an Appeals Panel for hearing and considering

any appeals raised by Chief Officers in connection with this process.

(Please note: there is a confidential part to this minute)

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